



RENTAL CERTIFICATION EXAM

BUILDING SAFETY DEPARTMENT
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2015 Landlord Public Safety Seminar - On line version

Please complete each test question and use a black pen. The test is segmented into seven videos. A score of 70% is considered passing. If you fail this exam are required to re-take another exam within 30 days at no additional charge. If you fail a third time you will be required to retake the exam and pay an additional fee.

LEASE AGREEMENTS & LEGAL (Part 1)

1. A landlord has no units available and none will be available in the near future. A prospective tenant submits an application. May the landlord collect a "screening fee"?
Yes_____ No _____.
2. What is the amount of interest a landlord must pay on a security deposit?
_____ %
3. If a landlord is consistent, may a landlord refuse to rent to a prospective tenant because of a history of criminal convictions?
Yes_____ No_____
4. If a tenant pays his rent late, what percentage of the monthly rent may a landlord charge the tenant as a late fee?
_____ % of monthly rent
5. A landlord has a no-pet policy and a prospective tenant is vision impaired and owns a service dog. Is the landlord required to allow the tenant to have the service dog?
Yes_____ No_____
6. A tenant vacates the property on the last day of the term of the lease and provides a forwarding address to the landlord. How soon must the landlord return the security deposit or provide written explanation as to why the security deposit will not be returned?
_____ weeks

7. How long must a landlord retain the tenants' personal property abandoned by the tenant/s?
- a. 21 days
 - b. 28 days
 - c. 30 days
 - d. 60 days

COMMUNITY ACTION TEAM –POLICE (Part 2)

8. The acronym "CAT" stands for:
- a. Crime Attention Team
 - b. Community Action Team
 - c. Cooperative Action Team
 - d. None of the Above.
9. The CA Team has how many total members?
- a. 8
 - b. 5
 - c. 6
 - d. 4
10. The supervisor of the CAT holds the rank of:
- a. Lieutenant
 - b. Captain
 - c. Sargent
 - d. Chief
11. The CA Team works directly with what groups to solve community problems?
- a. Neighborhood associations
 - b. Landlords
 - c. Rochester Building Safety
 - d. All the above
12. Patrol officers would rather reduce the number of calls for service by solving a neighborhood problem at the source
- True_____False_____

EVICTIONS & SERVING NOTICES (Part 3)

13. To have eviction papers served on time by the Sheriff's Office, you must file your eviction papers on:
- a. Thursday
 - b. Friday
 - c. Monday
 - d. All of the above
14. Bring the eviction papers to be served to the:
- a. Crime Prevention Unit
 - b. Rochester Police Department
 - c. Sheriff's Office
 - d. Court Office on 5th Floor
15. The eviction papers can be served only by:
- a. A court official
 - b. The Sheriff's Office
 - c. the Police Department
 - d. Any uninterested person
16. Expedited procedures occur within:
- a. 3-5 days
 - b. 3-6 days
 - c. 5-7 days
 - d. 5-8 days

GANG UNIT – POLICE (Part 4)

17. What year did Rochester PD join the Minnesota Gang Strike Force?
- a. 1997
 - b. 1993
 - c. 2001
 - d. 2005
18. Which of these crimes is considered a gang crime?
- a. Narcotics
 - b. Vice operations
 - c. Wanted fugitives
 - d. None of the above

19. The People vs. Folk originated in which U.S. city?
- a. Chicago
 - b. Miami
 - c. Los Angeles
 - d. Minneapolis
20. What side do Folk Nation gangs represent?
- a. Left
 - b. Right
21. Which gang sign shows disrespect for the "CRIPS"?
- a. Forward "C"
 - b. Backward "C"
 - c. Gun sign
 - d. Pitchforks pointing up
22. What is the most prevalent #2 criminal enterprise in the nation and United States?
- _____

NARCOTICS UNIT - POLICE (Part 5)

23. What is the main reason people sell drugs? _____
24. What is a reason why prescription drugs have increased in popularity?
- a. Availability
 - b. Purity
 - c. Perception they are safe
 - d. All of the above
25. What factor/s might initiate a drug investigation from the RPD Narcotics Unit?
- a. Complaints from citizens
 - b. Use of informants or undercover officers
 - c. Use of intelligence and investigative techniques
 - d. All of the above
26. What is the most common drug amongst drug users?
- a. Prescription drugs
 - b. Marijuana
 - c. Cocaine
 - d. METH

RENTAL REQUIREMENTS (Part 6)

27. In 1967, what Minnesota City did Rochester model their Housing Code after?

- a. Duluth
- b. St. Cloud
- c. St. Paul
- d. Minneapolis

28. How frequent are Rochester rental properties inspected?

- a. Every year
- b. Every two years
- c. Every three years
- d. Every seven years

29. What is the maximum height for security chains on apartment doors?

- a. No minimum
- b. 56"
- c. 48"
- d. 52"

30. What is the main reason landlords are required by Ordinance to take a Public Safety Class? To teach landlords.....

- a. how to keep criminal activity out of their rental property.
- b. how to do background checks
- c. what to implement in a good lease
- d. how to identify illegal drugs

31. If a smoke detector is installed in a "dead air space," what does that mean?

- a. Smoke detector is not operable
- b. Smoke detector was installed in a space too close to the ceiling
- c. The wrong smoke detector was installed in a bedroom
- d. The air in the room is stagnant

32. If a landlord does not correct the code violations, what maximum legal sanctions can be imposed?

- a. \$1000 fine and jail time
- b. \$100 fine
- c. There are no legal sanctions for landlords
- d. license revocation or suspension

33. Based on habitable square feet what rooms in an apartment are considered "habitable"?
- a. Laundry room, kitchen, bedrooms and the living room
 - b. Only the bedrooms and living room
 - c. Bathroom and closets and, bedrooms and living room and kitchen
 - d. bedrooms, living room, kitchen, dining room
34. If a Notice of Violation was issued, how much time is standard for the landlord to correct the code violations?
- a. 45 days
 - b. 60 days
 - c. 30 days
 - d. no limit--as much time as the landlord needs to fix all the repairs

DISORDERLY USE NOTICES (Part 7)

35. The most common Disorderly Use Notice sent to the landlord/manager is:
- a. Drugs
 - b. Alcohol
 - c. Disorderly conduct
 - d. Noise
36. Disorderly Use Notices stay on the record for:
- a. 90 days
 - b. 180 days
 - c. 270 days
 - d. 365 days
37. If a tenant moves or is evicted, the Disorderly Use Notice:
- a. Goes with the tenant
 - b. Goes away completely
 - c. Stays with the apartment
 - d. Gets reduced in half
38. The Disorderly Use Notices are sent to the Landlord/manager by:
- a. Rochester Police Department
 - b. Building Safety
 - c. City Attorney
 - d. City Administrator

39. A Disorderly Use Notice cannot be sent for:
- a. Overcrowding
 - b. Gambling violation
 - c. Domestic assault
 - d. All of the above
40. The *Landlord/Tenant Rights Handbook* is published by:
- a. The Sherriff's office
 - b. the Police department
 - c. the Minnesota court system
 - d. the Attorney General's office

Bonus question:

41. After the landlord manager gets the notice / letter to appear before the Common Council, which of these may happen?
- a. Meet with the Mayor, City Council person, Building Safety, Police Department, City Administrator and the City Attorney
 - b. A fine may be assessed
 - c. The landlord could lose the right to rent the property in question for a period of time
 - d. All of the above

THANK YOU FOR YOUR PARTICIPATION



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Upon completion of this **Landlord Public Safety Seminar, On-line version** exam, please submit to the Building Safety Department for grading.

- Submit the completed exam to our office via mail, fax or email, along with the \$40.00 fee.
- The fee for the exam is \$40.00. Cash, check, or credit card payments accepted. Checks may be made payable to the City of Rochester.
- A passing grade of 70% is required. The fee covers two attempts to pass the exam. Should further attempts be necessary, another \$40.00 fee will be due.
- Our office will notify you with the test results, usually within 1-2 business days of submission. Your completion certificate will be mailed to you.

By signing this test, I certify that I have viewed and understand the information provided in the On-line version of the Public Safety Seminar. ***(Please print clearly)***

Signature _____

Please Print

Organization/Business Name _____

Name _____

Address _____

City _____ STATE _____ ZIP _____

Phone _____

Email _____

Please provide us with your rental property address or addresses to verify and document your participation:

(If you are responsible for more than one rental, please use the rental update sheet.)